



RAND WEST CITY
LOCAL MUNICIPALITY

Rand West City Local Municipality invites suitably qualified and experienced candidates to apply for the following position.

MUNICIPAL MANAGER

(Performance-based 5 year fixed-term contract)

Salary: (R1 011 686 – R1 341 073 - Total Remuneration per annum)

Ref: RWCLM/MM001

Requirements: Bachelor's degree in Public Administration/ Political Science/ Social Sciences/ Law or equivalent. A postgraduate degree would be an added advantage. Compliance with the minimum competency levels as prescribed by the Government Gazette No. 29967 of 15 June 2007 is essential. A minimum of five (5) years' experience at senior management level, preferably in Local Government. Extensive experience in financial management, policy development and management, strategic planning and implementation, programme management, monitoring and evaluation, and reporting on service delivery. Valid driver's license.

Knowledge: Extensive practical knowledge of legislation governing local government and other related legislation. Advanced understanding and experience in institutional governance systems and performance management (preferably in local government). Advanced understanding of Council operations and system of delegation of powers. Understanding of good governance practices, namely internal audit, risk management, etc. Experience in community facilitation and networking.

Personal attributes: Integrity, honesty, maturity and courtesy. Diplomacy and commitment to providing progressive democratic and accountable government. Strategist and excellent corporate planner. Excellent communication and motivational skills. Customer focused. Advanced negotiation skills. Analytical thinker. Diversity management skills.

Key performance areas: Carry out the duties of the Municipal Manager as contained in section 55 of the Municipal Systems Act 32 of 2000. Implement the municipality's integrated development plan and monitor its progress in terms of implementation. Responsible for the formation and development of an economic, effective, efficient and accountable administration. Manage the municipality's administration in accordance with the Municipal Systems Act (MSA) and other applicable legislation. Manage the provision of services to the local community in a sustainable and equitable manner. Appoint staff other than those referred to in terms of section 56 of the MSA, subject to the Employment Equity Act 55 of 1998. Ensure effective utilization, training and discipline of staff. Provide sound and strategic advice to political structures and political office-bearers of the municipality. Manage communication between the municipality's administration and its political structures. Exercise any powers and duties delegated by the municipal council, or sub-delegated by other delegating authorities of the municipality, to the Municipal Manager.

Ensure the implementation of national and provincial legislation applicable to the municipality. Perform any other function that may be assigned by the Municipal Council.

N.B. Shortlisted candidates will be subjected to competency assessments and security vetting. The successful candidate will be required to sign a fixed-term employment contract with the municipality as well as an annual performance agreement and must disclose his/her financial interests.

Enquiries to be directed to the Executive Manager: Corporate Support Services at 011 411 0071/ 011 278 3018 during office hours

**Applicants are required to complete the prescribed application form (obtainable from our website marked “Application form for Senior Manager Positions”, attach a CV and certified copies of qualifications, and hand deliver the application to the DESIGNATED BOX AT THE RECEPTION AREA between 7:30 to 16:00 at Rand West City Local Municipality, Cnr Pollock and Sutherland Street, Randfontein OR post application to, Rand West City Local Municipality P.O. Box 218, Randfontein 1760 OR email to vacancies@randfontein.gov.za
Attention to: Executive Manager Corporate Support Services**

**Closing Date: 10 October 2016
Date Advertised: 25 September 2016**

Rand West City Local Municipality is an equal opportunity employer and subscribes to employment principles which are non-racial, non-discriminatory, non-sexist and based on merit. Correspondence will be limited to short-listed candidates only. Should you not have heard from us within three months of the closing date of this advert, please consider your application as having been unsuccessful. No late applications will be accepted. Failure to comply with the above instructions will lead to disqualification of applicants. The municipality reserves the right not to make an appointment.

**Cllr. ME Khumalo
Executive Mayor**